Undergraduate Programs

Admissions

Application for admission must be submitted to the Admissions Office. The Admissions Department places particular emphasis upon the following:

- 1. Completed/signed application form;
- 2. Non-refundable \$75 application fee;
- 3. Secondary or high school transcript
- 4. Test results of the Scholastic Aptitude Test (SAT) or American College Testing Program (ACT) (for reference and guidance) (Optional)
- 5. College transcripts
- 6. Two letters of recommendation from the applicant's principal, teachers, employers or guidance counselor.

The University will accept for admissions into the undergraduate program, in place of a high school transcript, a signed and dated attestation/affidavit from the applicant. If you would like a copy of the attestation/affidavit, please contact the Admission's office at admissions@sitanka.us and one will be emailed to you.

English Proficiency Requirements

A minimum score of Test of English as a Foreign Language (TOEFL) 61 on the Internet Based Test (iBT), a 6.0 on the International English Language Test (IELTS) or 44 on the PTE** Academic Score Report.

If a student does not fulfill the University's English proficiency requirements, he or she must take STU's English Placement Test. Students may register for it through their advisor. The English Placement Test will assess student skills and correlate them with a recommended English Proficiency Program course.

Transfer Policy

- Minimal acceptable grades are: 'C' for undergraduate.
- Si Tanka University will only accept credits within the most recent 7 years or fewer. The maximum numbers of credit transfer are:

A maximum of three-fourths of the credits required may be awarded for transfer credit or a combination of transfer credit and experiential or equivalent credit (including challenge/test-out credits). For no student, however, may the credit given for experiential or equivalent learning (including challenge/test out credits) exceed one-fourth of the credits required for a degree.

Graduation Requirements

All Bachelor's degree require the successful completion of a minimum of 120 credit hours with a 2.0 CGPA. The Chair of the appropriate department must approve the course sequence and

program completion. All financial obligations to the University must be fulfilled before a student will be permitted to graduate.

Bachelor of Business Administration (BBA) in Finance

The Bachelor of Business Administration in Finance is designed to prepare students for professional financial careers in industrial, financial, governmental, not-for-profit, and consulting organizations. Students majoring in finance have access to a faculty working across a wide range of subjects, including international finance, investment, corporate finance, finance economics, and commodity markets. Exposure to new research and age-old questions prepares students to be leaders in the financial services industry. The 120-credit Bachelor of Business Administration in Finance develops a solid foundation in principles of finance, including capital management, investment and portfolio management, financial institutions, and personal finance.

Course requirements: 120 credit hours

General Studies Courses: 60 credit hours (Courses marked with "*" are required.)

English: minimum 9 credit hours

COM 303	Intercultural Communications
COM 305	Writing for the Internet
ENG 111*	College English I
ENG 112*	College English II
ENG 113*	Introduction to Speech

Analytical Reasoning: minimum 9 credit hours

MAT 103*	College Algebra
MAT 114	Mathematics for Computer Science
MAT 231*	Calculus
STA 201*	Introduction to Statistics

Cultural Studies: minimum 6 credit hours

ANT 122	Introductory Anthropology
ANT 214	Human Evolution
ANT 219	Environmental Anthropology
HST 111	Early American History
HST 112	Islam and the Middle East
HST 213	History of Traditional East Asia

Arts & Humanities: minimum 6 credit hours

ART 115	Modern Art History
PHI 201	Introduction to Western Philosophy
PHI 301	Logic
PHI 302	Ethics

Natural Sciences: minimum 6 credit hours

SCI 124	Introduction to Chemistry
SCI 134	Introduction to Biology
SCI 144	Introduction to Physics
SCI 154	Introduction to Geology
SCI 164	Introduction to Environmental Science

Social & Behavioral Sciences: minimum 6 credits

POL 120	American Political Thoughts
POL 130	Climate Changes and International Politics
SOC 300	Social Psychology
SOC 313	Law and Society

Major Requirements: 60 credit hours

Concentrations:

45 credit hours

ACC 201	Introduction to Financial Accounting
ECO 201	Principles of Microeconomics
ECO 202	Principles of Macroeconomics
FIN 201	Finance Theory
FIN 301	Financial Law
FIN 333	Financial Quantitative Methods
FIN 356	Financial Capital
FIN 380	Entrepreneurship
FIN 411	Investment
FIN 420	Real Estate Finance
FIN 422	Corporate Finance
FIN 423	International Trade
MGT 201	Principles of Management
MKT 201	Marketing Principles
MKT 307	Contemporary Globalization

Major/Concentration Electives (choose 5)**: 15 credit hours

ACC 215	Computerized Accounting
ACC 319	Managerial Accounting
ECO 307	The Global Economy
FIN 267	Personal Finance
FIN 352	Security Valuation
FIN 439	Behavioral Finance
MGT 300	Strategic Planning
MGT 313	Teams, Groups and Leaders

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MKT 377 E-Commerce

^{**} In selecting concentration courses, students are advised to consult with the Chair of the Finance Department.

Bachelor of Business Administration (BBA) in Management

The Bachelor of Administration in Management degree program is organized to provide a general overview of the operations of business and the business environment. Students learn to balance theory and practice to become effective managers within all sectors of organizational life. This degree with a full range of management courses and management concentrations that prepares students for specific management responsibilities. Course work and a whole array of student resources help undergraduate students develop the communications, presentation, and analytical skills required by contemporary managers. More specifically, professional development is available through various student activities as well as the career services offered by the University.

Course requirements: 120 credit hours

General Studies Courses: 60 credit hours (Courses marked with "*" are required.)

English: minimum 9 credit hours

COM 303	Intercultural Communications
COM 305	Writing for the Internet
ENG 111*	College English I
ENG 112*	College English II
ENG 113*	Introduction to Speech

Analytical Reasoning: minimum 9 credit hours

MAT 103*	College Algebra
MAT 114	Mathematics for Computer Science
MAT 231*	Calculus
STA 201*	Introduction to Statistics

Cultural Studies: minimum 6 credit hours

ANT 122	Introductory Anthropology
ANT 214	Human Evolution
ANT 219	Environmental Anthropology
HST 111	Early American History
HST 112	Islam and the Middle East
HST 213	History of Traditional East Asia

Arts & Humanities: minimum 6 credit hours

ART 115	Modern Art History
PHI 201	Introduction to Western Philosophy
PHI 301	Logic
PHI 302	Ethics

Natural Sciences: minimum 6 credit hours

SCI 124	Introduction to Chemistry
SCI 134	Introduction to Biology
SCI 144	Introduction to Physics
SCI 154	Introduction to Geology
SCI 164	Introduction to Environmental Science

Social & Behavioral Sciences: minimum 6 credits

POL 120	American Political Thoughts
POL 130	Climate Changes and International Politics
SOC 300	Social Psychology
SOC 313	Law and Society

Major Requirements: 60 credit hours

Concentrations: 45 credit hours

ACC 201	Introduction to Financial Accounting
ECO 201	Principles of Microeconomics
ECO 202	Principles of Macroeconomics
FIN 201	Finance Theory
FIN 301	Financial Law
IFS 220	Information Policy
MGT 201	Principles of Management
MGT 300	Strategic Planning
MGT 312	Human Resource Management
MGT 313	Teams, Groups and Leadership
MGT 412	Managerial Psychology
MGT 450	International Management
MGT 472	Operations Management
MKT 201	Marketing Principles
MKT 307	Contemporary Globalization

Major/Concentration Electives (choose 5)**: 15 credit hours

ACC 215	Computerized Accounting
ACC 319	Managerial Accounting
ECO 307	The Global Economy
FIN 267	Personal Finance
FIN 352	Security Valuation
FIN 439	Behavioral Finance
MGT 431	Project Management
MGT 445	Small Business Management
MKT 377	F-Commerce

^{**} In selecting concentration courses, students are advised to consult with the Chair of the Management Department.

Bachelor of Science in Information Technology (BSIT) in Computer Science

Si Tanka University's Bachelor of Science in Information Technology in Computer Science degree empowers students to expertly design and implement computational solutions that tackle the world's most challenging social, political, environmental, scientific, medical, economic, and business problems in a socially just manner. This program focuses on the concepts and techniques used in the design and development of advanced software systems. Students in this program explore the conceptual underpinnings of Computer Science -- its fundamental algorithms, programming languages, operating systems, and software engineering techniques. In addition, students choose from a rich set of electives that includes: data science, computer graphics, artificial intelligence, database systems, computer architecture, and computer networks, among other topics.

Course Requirements: 120 credit hours

General Studies Courses: 60 credit hours (Courses marked with "*" are required.)

English: minimum 9 credit hours

COM 303	Intercultural Communications
COM 305	Writing for the Internet
ENG 111*	College English I
ENG 112*	College English II
ENG 113*	Introduction to Speech

Analytical Reasoning: minimum 9 credit hours

MAT 103*	College Algebra
MAT 114	Mathematics for Computer Science
MAT 231*	Calculus
STA 201*	Introduction to Statistics

Cultural Studies: minimum 6 credit hours

ANT 122	Introductory Anthropology
ANT 214	Human Evolution
ANT 219	Environmental Anthropology
HST 111	Early American History
HST 112	Islam and the Middle East
HST 213	History of Traditional East Asia

Arts & Humanities: minimum 6 credit hours

ART 115	Modern Art History
PHI 201	Introduction to Western Philosophy
PHI 301	Logic

PHI 302	Ethics	
Natural Scien	nces: minimum 6 credit hours	
SCI 124	Introduction to Chemistry	
SCI 134	Introduction to Biology	
SCI 144	Introduction to Physics	
SCI 154	Introduction to Geology	
SCI 164	Introduction to Environmental Science	
Social & Beh	avioral Sciences: minimum 6 credits	
POL 120	American Political Thoughts	
POL 130	Climate Changes and International Politics	
SOC 300	Social Psychology	
SOC 313	Law and Society	
Major Requi	rements: 60 credit hours	
Major Requirements: 60 credit hours		
Concentratio	on: 45 credit hours	
CSC 121	Computer Science I	
CSC 122	Computer Science II	
CSC 210	Database Management	
CSC 211	Introduction to Digital Logic Design	
CSC 224	Principles of Programming Languages	
CSC 261	Introduction to Algorithm	
CSC 325	Operating Systems	
CSC 327	Data Structure	
CSC 331	Computer Architecture	
CSC 332	Data Communication	
CSC 345	Computer Graphics	
IFS 427	The Laws in Cyber Space	
IFS 435	Cyber Intelligence	
IFS 442	Software Engineering	
MKT 377	E-Commerce	
Major/Concentration Electives (choose 5)**: 15 credit hours		
CSC 365	Programming Hand Held Devices	
CSC 368	Web Programming	
CSC 417	Object-Oriented Programming	
CSC 420	Image Processing	
CSC 433	Information Retrieval	
IFS 337	Principles of Decision Making	
IFS 377	Data Mining	

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IFS 411 Cyber Security
** In selecting concentration courses, students are advised to consult with the Chair of the IT Department.

Bachelor of Science in Information Technology (BSIT) in Management Information Systems

The Bachelor of Science in Information Technology in Management Information Systems offers an opportunity to develop the expertise necessary for the successful deployment of new technologies. This degree prepares students to design and manage information systems for businesses. Students will complete courses in information systems with an emphasis on software development and database design as well as business courses. In addition, students will learn about configurations, methods of analysis, and system support for information systems within the context of a business environment. Students will develop proposals for implementing new information systems within an organization, choosing from a variety of methods.

Course Requirements: 120 credit hours

General Studies Courses: 60 credit hours (Courses marked with "*" are required.)

English: minimum 9 credit hours

COM 303	Intercultural Communications
COM 305	Writing for the Internet
ENG 111*	College English I
ENG 112*	College English II
ENG 113*	Introduction to Speech

Analytical Reasoning: minimum 9 credit hours

MAT 103*	College Algebra
MAT 114	Mathematics for Computer Science
MAT 231*	Calculus
STA 201*	Introduction to Statistics

Cultural Studies: minimum 6 credit hours

ANT 122	Introductory Anthropology
ANT 214	Human Evolution
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Arts & Humanities: minimum 6 credit hours

ART 115	Modern Art History
PHI 201	Introduction to Western Philosophy
PHI 301	Logic

PHI 302	Ethics
Natural Scien	nces: minimum 6 credit hours
SCI 124	Introduction to Chemistry
SCI 134	Introduction to Biology
SCI 144	Introduction to Physics
SCI 154	Introduction to Geology
SCI 164	Introduction to Environmental Science
Social & Behavioral Sciences: minimum 6 credits	
POL 120	American Political Thoughts
POL 130	Climate Changes and International Politics
SOC 300	Social Psychology
SOC 313	Law and Society
Major Requirements: 60 credit hours	
Concentratio	on: 45 credit hours
ACC 201	Introduction to Financial Accounting
CSC 121	Computer Science I
CSC 122	Computer Science II
CSC 210	Database Management
CSC 331	Computer Architecture
FIN 201	Finance Theory
IFS 101	Information Systems Principles
IFS 220	Information Policy
IFS 337	Principles of Decision Making
IFS 377	Data Mining
IFS 411	Cyber Security
IFS 427	The Laws in Cyber Space
IFS 435	Cyber Intelligence
IFS 442	Software Engineering
MGT 201	Principles of Management
MKT 377	E-Commerce
Major/Concentration Electives (choose 5)**: 15 credit hour	
CSC 325	Operating Systems

CSC 325	Operating Systems
CSC 327	Data Structure
CSC 332	Data Communication
CSC 417	Object-Oriented Programming
CSC 433	Information Retrieval
IFS 381	Business Process Management

IFS 439 Business Intelligence

IFS 444

IFS 444 Systems Analysis and Design

** In selecting concentration courses, students are advised to consult with the Chair of the IT Department.

Graduate Programs

Admissions

Application for admission must be submitted to the Admissions Office. A graduate application must:

- 1. Completed/signed application form;
- 2. Non-refundable \$75 application fee;
- 3. College transcripts;
- 4. Have a bachelor's degree from an accredited institution or the equivalent from a foreign college or university;
- 5. Have a 2.5 G.P.A or above. If an applicant's undergraduate G.P.A. is less than 2.5, extensive review and approval from the Admissions Committee is required.
- 6. Two letters of recommendation from the applicant's principal, teachers, employers or guidance counselor.
- 7. If potential graduate students have taken the GMAT or GRE and submit their scores, this will enhance the opportunity for admissions.

English Proficiency Requirements

A minimum score of Test of English as a Foreign Language (TOEFL) 71 on the Internet Based Test (iBT), 6.5 on the International English Language Test (IELTS) or 50 on the PTE Academic Score Report.

If a student does not fulfill the University's English proficiency requirements, he or she must take STU's English Placement Test. Students may register for it through their advisor. The English Placement Test will assess student skills and correlate them with a recommended English Proficiency Program course.

Transfer Policy

- Minimal acceptable grades are: 'B' for graduate.
- Si Tanka University will only accept credits within the most recent 7 years or fewer. The maximum numbers of credit transfer are:

A maximum of one-half of the credits required for master's degrees may be given through transfer credit or a combination of transfer credit and experiential or equivalent credit (including challenge/test out credits). For no student, however, may the credit given for experiential or equivalent learning (including challenge/test out credits) exceed one-fourth of the credits required for a degree.

Graduation Requirements

All Master's degree require the successful completion of a minimum of 36 credit hours with a 3.0 CGPA. The Chair of the appropriate department must approve the course sequence and program completion. All financial obligations to the University must be fulfilled before a student will be permitted to graduate.

Master of Science in Computer Science (MSCS)

The Master of Science (MS) in Computer Science program is intended for people who wish to broaden and deepen their understanding of computer science. This lauded graduate computer science program furnishes students with an in-depth understanding of core and advanced topics in computer science. The curriculum provides a solid foundation and training for both academically oriented students and students with professional goals in the many business, industrial and governmental occupations that require advanced knowledge of computer theory and technology. The ultimate goal of the program is to assist students to discover what it takes to become an innovator and leader who can thrive on the cutting edge of technology and computing.

Course Requirements: 36 credit hours

Cornerstone Courses: 15 credit hours

CSC 511	Computer Architecture
CSC 512	Operating Systems
CSC 513	Data Structure
CSC 514	Database Theory
IFS 500	Information Technology for Managers

Concentration (choose 7)**: 21 credit hours

CSC 521	Artificial Intelligence
CSC 537	Data Communications
CSC 540	Programming Languages Principles
CSC 543	Software Engineering
CSC 545	Programming Languages Topic: Java
CSC 552	Computer Graphics
CSC 553	Digital Electronic
CSC 561	Man-Machine Studies

^{**} In selecting concentration courses, students are advised to consult with the Chair of the IT Department.

Master of Business Administration (MBA) in Finance

Increase students' marketability by acquiring financial management and investment analysis skills with a Master of Business Administration in Finance from Si Tanka University. This degree prepares students for leadership roles in financial corporations, healthcare industries and government. In the program, students learn about all aspects of corporate finances, such as conducting analyses, managing portfolios and developing business strategies. Students get real-world experience by completing a corporate residency prior to graduation, which can prepare them for careers as financial analysts or personal financial advisors.

Course Requirements: 36 credit hours

Cornerstone Courses: 15 credit hours

ACC 500	Accounting for Managers
MGT 500	Principles of Management
COM 500	Managerial Communication
FIN 500	Financial Management
IFS 500	Information Technology for Managers

Concentration (choose 7)**: 21 credit hours

FIN 506	Financial Statement Analysis
FIN 517	Financial Theory
FIN 534	Financial Institutions and Markets
FIN 551	Portfolio Management
FIN 552	Investment Analysis and Management
FIN 562	Entrepreneurial Finance
FIN 599	Finance Project
LAW 510	Law and Legal Reasoning
MKT 510	Electronic Commerce

^{**} In selecting concentration courses, students are advised to consult with the Chair of the Finance Department.

Master of Business Administration (MBA) in Management

The ideal preparation for the dynamic business world of today and tomorrow, the Master of Business Administration program (MBA) in Management is a systems approach designed to produce effective managers who understand the linkages between their organizational domain and the larger corporate environment. In STU's Master of Business Administration in Management program, students develop their skills in teamwork, critical thinking, problem-solving, and networking. The objective of this program is to develop students into broadly educated business managers and executives who understand the nature of business as a whole, with the tools and techniques applicable to a wide variety of business situations. Courses in the MBA in Management program integrate information and theories from various disciplines, including accounting, economics, finance, marketing, production operations, and strategic management.

Course Requirements: 36 credit hours

Cornerstone Courses: 15 credit hours

ACC 500	Accounting for Managers
MGT 500	Principles of Management
COM 500	Managerial Communication
FIN 500	Financial Management
IFS 500	Information Technology for Managers

Concentration (choose 7)**: 21 credit hours

ECO 533	International Economics
ECO 540	Climate Changes and Economy
FIN 562	Entrepreneurial Finance
LAW 510	Law and Legal Reasoning
MGT 520	Human Resource Management
MGT 522	Strategic Management
MGT 525	Organizational Behavior
MGT 531	Business Intelligence
MGT 544	Managerial Psychology
MKT 510	Electronic Commerce

^{**} In selecting concentration courses, students are advised to consult with the Chair of the Management Department.

Course Descriptions



Accounting

ACC 201 Introduction to Financial Accounting (3 Cr.)

This course is an introduction to concepts on financial accounting, and principles for analyzing the three basic financial statements: the income statement, balance sheet, and statement of cash flows. It covers the preparation of timely, relevant, and reliable reports for decision makers to make important decisions. Important business operations that impact financial positions of firms will be introduced.

No prerequisite.

ACC 215 Computerized Accounting (3 Cr.)

This course introduces the computer in solving accounting problems. It focuses on operation of computers and presents the accounting cycle and financial statement preparation in a computerized system and other applications for financial and managerial accounting.

Prerequisite - ACC 201

ACC 319 Managerial Accounting (3 Cr.)

This course emphasizes advanced accounting theory, principles and practices for the corporation form of ownership. A major focus of the course is on managerial, cost, and manufacturing accounting and related issues in the corporate environment.

Prerequisite – ACC 201

ACC 500 Accounting for Managers (3 Cr.)

This course focuses on using accounting information for strategic, tactical, and operating decisions for decision makers within an organization. It is a study of financial statement analysis, accounting information systems and accounting principles as they apply to managers. It covers the accounting methods utilized by corporations and the utilization of accounting data for cost accounting, decision making, and planning and control.

No prerequisite.



Anthropology

ANT 122 Introductory Anthropology (3 Cr.)

This course focuses on the variety found in the human condition around the world and the evolutionary biological study of human social behavior. It covers all aspects of humankind and other primates in all places and times. Archaeology, cultural anthropology, linguistics and physical anthropology and their relationship to human beings will be discussed.

No prerequisite.

ANT 214 Human Evolution (3 Cr.)

This course provides an overview of the fossil and archaeological evidence for human origins, theory and method in paleoanthropology are emphasized. Furthermore, in this course we will explore the fascinating field of biological anthropology and its underlying mechanisms that allow scholars to construct our historical past (human origins) using evidence from several fields such as genetics, paleoanthropology, archaeology, geology, ecology, zoology and comparative primate morphology.

No prerequisite.

ANT 219 Environmental Anthropology (3 Cr.)

This course introduces students to the various ways in which anthropology has sought to understand human-environment relations, both from utilitarian perspectives (such as cultural ecology, ethnoecology, and political ecology) and symbolic ones (where anthropologists have focused on the meanings people give to the non-human world).

No prerequisite.



Art

ART 115 Modern Art History (3 Cr.)

This course is an introduction to the western contemporary art that comprise 19th- and 20th-century modern art. It will be a detailed survey of the beginning of art, including painting, sculpture, architecture and photography as well as recent developments in the idea of medium such as conceptual art. The focus will be heavily theoretical, but it will also require students to acquire some basic historical knowledge of contemporary events.

No prerequisite.



Communications

COM 303 Intercultural Communications (3 Cr.)

This course provides an introduction to intercultural communication theories and methods. It covers barriers to successful communication that involve cultural differences and focuses on the application of theory and research to intercultural communication. The influence of cultural elements on individuals, groups, and organizations will also be discussed.

Prerequisite – ENG 111, ENG 112

COM 305 Writing for the Internet (3 Cr.)

This course is designed for the learning of the principles, research, and practices of creating and publishing work on the cyberspace. It also will cover the principles of and research on effective Web rhetoric as well as explore Internet publications that most resemble traditional print publications.

Prerequisite – ENG 111, ENG 112

COM 500 Managerial Communication (3 Cr.)

This course examines the roles of communication networks and strategies in managerial decision making. It studies the challenges exist for creating and implementing effective communication both inside and outside organizations. It also focuses on the role of the communication skills in managing change, organizational conflict, and corporate cultures.

Prerequisite – Permission from Instructor



Computer Science

CSC 121 Computer Science I (3 Cr.)

This first course in computer science develops foundational skills in computer programming to an audience with no prior computer experience. It introduces the process of developing algorithms to solve problems, and the corresponding process of developing computer programs to express those algorithms. Specific topics covered include the following: expression of algorithms in pseudo code and a programming language and functional and imperative programming techniques.

No prerequisite.

CSC 122 Computer Science II (3 Cr.)

This course continues introduction to basic computer science concepts begun in Computer Science 1. Essentially, this course covers the use of object-oriented programming to design and implement software solutions. Concepts taught include pointers, classes, operator overloading, inheritance, and polymorphism and a high-level language will be used as a vehicle for the further development of these concepts.

Prerequisite – CSC 121

CSC 210 Database Management (3 Cr.)

This course covers fundamentals of database architecture, database management systems, and database systems. It focuses on the development of well-formed databases for the purpose of data management from the initial design of the database to the implementation and query. Web based database applications are also introduced.

Prerequisite – CSC 122

CSC 211 Introduction to Digital Logic Design (3 Cr.)

This course introduces the basics of electronics and digital systems and is designed to expose students to engineering design and troubleshooting techniques that are used in the electronics field. It covers the basic methods for the design of digital circuits and provides the fundamental concepts used in the design of digital systems. Emphasis is placed on computer components such as adders, comparators, multiplexors, memory, counters, and bus-related circuits.

Prerequisite – CSC 122

CSC 224 Principles of Programming Languages (3 Cr.)

This course covers the fundamental concepts underlying design of programming languages. It focuses on the formal specification of programming languages such as: syntax, analysis, and semantics; evolution of programming languages and concepts; names and scope; data representation; evaluation sequence at expression, statement, and subprogram levels.

Prerequisite – CSC 122

CSC 261 Introduction to Algorithm (3 Cr.)

This course introduces the techniques for designing efficient computer algorithms and analyzing their running times. It focuses on the particular algorithms for sorting, searching, set manipulation, arithmetic, graph problems, pattern matching. Methods for showing lower bounds on computational complexity will be discussed.

Prerequisite – CSC 122

CSC 325 Operating Systems (3 Cr.)

This course provides the fundamental principles of operating system design and implementation. The two fundamental tasks of an operating system – to manage a computer's resources and to provide applications with an abstract interface to these resources will be discussed. This course focuses on major OS subsystems: process management, memory management, file systems, and operating system support for distributed systems.

Prerequisite - CSC 122

CSC 327 Data Structure (3 Cr.)

The course provides the concept of data abstraction and the problem of building implementations of abstract data types. It focuses on logical structures of data, their physical representation, design and analysis of algorithms operating on the structures, and techniques for program development and debugging.

Prerequisite – CSC 122

CSC 331 Computer Architecture (3 Cr.)

This course presents the structure and behavior of the various functional modules of the computer with respect to hardware design and instruction set architecture. It also explores the interface between a computer's hardware and its software as well as provides system-level context for students interested in emerging technologies and digital circuits.

Prerequisite – CSC 122

CSC 332 Data Communication (3 Cr.)

This course introduces the basic concepts, theories and components in data communications such as protocols, network equipment and the infrastructure. It covers the design and evaluation of computer networks using current trends in hardware and software. Topics include data transmission, signal encoding techniques, digital data communication techniques, optical fiber communications.

Prerequisite – CSC 122

CSC 345 Computer Graphics (3 Cr.)

This course provides students the basic concepts necessary for successful use of the computer as a graphic tool. It covers topics such as survey of the applications of computer graphics, video games, the renderers behind Hollywood's special effects, graphics art and design, 2-dimensional and 3-dimensional display techniques and an examination of computer graphics technologies.

Prerequisite - CSC 122

CSC 365 Programming Hand Held Devices (3 Cr.)

This course covers Android/IOS programming. The major topics include: GUIs, layouts, menus, resource files, events, touch/gesture processing, accelerometer and motion event handling, images, video, audio, graphics, animation, maps, geo-location, threading, web services, timers, supporting various screen sizes/resolutions, and more. We will write Apps for Android phones/watches, iPhone, and Apple Watch.

Prerequisite – CSC 122

CSC 368 Web Programming (3 Cr.)

This course presents and applies the web programming languages (HTML, DHTML, Javascript, Coldfusion), tools, and techniques used to develop professional web sites. The course moves step-by-step through the processes involved in planning, designing, launching, and maintaining successful web sites, with an emphasis on teamwork.

Prerequisite – CSC 122

CSC 417 Object-Oriented Programming (3 Cr.)

Advanced use of an object-oriented programming language in the implementation of object-oriented systems. The language is studied in depth to see how advanced concepts are realized in the language, and is used to produce example systems. Emphasis is placed on the most recent advanced features.

Prerequisite – CSC 122

CSC 420 Image Processing (3 Cr.)

This course introduces principle techniques and fundamental algorithms used to manipulate digital image imagery in the spatial and frequency domains. Topics covered in this course include: image sampling, quantization and representation, image enhancement (histogram equalization), filtering (sharping, blurring and noise), image transformation, segmentation and color. Several assignments will be given requiring students to process digital images using techniques discussed in class. Software used in this course includes the use of Python and MATLAB.

Prerequisite - CSC 122

CSC 433 Information Retrieval (3 Cr.)

Information retrieval is the identification of textual components, be them web pages, blogs, microblogs, documents, medical transcriptions, mobile data, or other big data elements, relevant to the needs of the user. Relevancy is determined either as a global absolute or within a given context or view point. Practical, but yet theoretically grounded, foundational and advanced algorithms needed to identify such relevant components are taught.

Prerequisite – CSC 122

CSC 511 Computer Architecture (3 Cr.)

This course provides an understanding of modern computing technology through an in-depth study of the interface between hardware and software. It demonstrates the computer architecture from the application programs down to the hardware levels. Topics covered are applications of digital logic circuits, register transfer logic and assembly language to the design and operation reviewed.

Prerequisite – Permission from Instructor

CSC 512 Operating Systems (3 Cr.)

This course introduces the facilities provided in modern operating systems. It examines the issues in operating system design and implementation such as inter-process communication, process scheduling, deadlock, memory management, virtual memory, file systems and distributed systems. Particular emphasis will be given to the major OS subsystems.

Prerequisite – CSC 511

CSC 513 Data Structure (3 Cr.)

This course covers data structures and associated algorithms that allow complex tasks to be solved in simple and elegant ways. It focuses on program design and organization ideas such as abstract data types, data structures and object-oriented programming. Topics include are: lists, stacks, queues, heaps, dictionaries, maps, hashing, trees and balanced trees, sets, and graphs.

Prerequisite – CSC 511

CSC 514 Database Theory (3 Cr.)

This course provides the understanding of the fundamentals of relational systems including data models, database architectures, and database manipulations. The main subjects of the course include the understanding of relational database theories, industry standard SQL, and database design. A conceptual/semantic data modeling with the entity-relationship diagramming technique is also covered.

Prerequisite – Permission from Instructor

CSC 521 Artificial Intelligence (3 Cr.)

This course is an introduction to the basic principles, techniques, and applications of Artificial Intelligence. It focuses on the materials on AI programming, logic, search, game playing, machine learning, natural language understanding, and robotics introduce the student to AI methods, tools, and techniques, their application to computational problems.

Prerequisite – CSC 511

CSC 537 Data Communications (3 Cr.)

This course provides the foundation for work in data communications and local area network management. It focuses on the primary aspects of data communications networking, including a study of the Open Systems Interconnection (OSI) and Internet models. Topics include in this course are: data transmission principles, media, major protocols, topologies, routing methods, introduction to networking principles, and Network operating system management fundamentals.

Prerequisite – CSC 511

CSC 540 Programming Languages Principles (3 Cr.)

This course presents the principles of programming language design, and programming in multiple paradigms, including functional programming, logic programming and object-oriented programming. It focuses on programming language specification and semantics such as language models, functional, object-oriented, logic, string, and concurrent programming.

Prerequisite – Permission from Instructor

CSC 543 Software Engineering (3 Cr.)

This course covers the software engineering methods and tools used for systematic development of software products. It focuses on the software development process, from requirements initiation and analysis, through specification and design, to implementation, integration, testing, and

maintenance. It also provides a solid introduction to design patterns: their usage, benefits and implementations.

Prerequisite – CSC 540

CSC 545 Programming Languages Topic: Java (3 Cr.)

This course provides an overview to basic concepts and techniques of programming in Java, It focuses on the fundamental areas of software development: syntax, control-flow mechanisms, keyboard and mouse interactions, object modelling, and debugging. Topics covered include the Java language syntax, object oriented programming using Java, exception handling, file input/output, threads, collection classes, and networking.

Prerequisite – CSC 540

CSC 552 Computer Graphics (3 Cr.)

The course is an introduction to theory and praxis of computer graphics. It covers the fundamental concepts and terminology for creating and editing basic electronic paint and draw-type graphics. It introduces techniques for 2D and 3D computer graphics, including modeling and representation, illumination and shading, rendering, texturing, and advanced software tools.

Prerequisite – CSC 511

CSC 553 Digital Electronic (3 Cr.)

This course covers the principles of digital electronics and the electronic circuits that are used to process and control digital signals. It focuses on the design process of combinational and sequential logic design, engineering standards, and technical documentation. Topics include are: Boolean algebra, basic gates, logic circuits, flip-flops, registers, arithmetic circuits, counters, interfacing with analog devices, and computer memory.

Prerequisite – CSC 511

CSC 561 Man-Machine Studies (3 Cr.)

This course explores the new forms of human-computer interaction based on measurement of brain function and properties. It also introduces methods for extracting rules or learning from data and analysis of integrated man-machine systems. Basics of both supervised and unsupervised learning paradigms will be covered in this course.

Prerequisite – Permission from Instructor



Economic

ECO 201 Principles of Microeconomics (3 Cr.)

This course provides analysis of the behavior of individual economic agents. It introduces the terminology and analytic principles used in microeconomics, which is broadly defined as the study of markets, and to the application of these conceptual tools to several policy issues. It focuses on microeconomic issues and problems, such as competition and monopoly, pricing, consumer demand, and producer supply.

No prerequisite.

ECO 202 Principles of Macroeconomics (3 Cr.)

This course introduces economics which focuses on the aggregate behavior of households, firms and the government. It focuses on supply, demand, business organization, income, social security, management-labor relations, taxation, money and banking, consumption, savings and investments. Economic development, globalization, and the role of international lending institutions will also be discussed.

No prerequisite.

ECO 307 The Global Economy

This course aims to deepen your understanding of real world economic issues, while providing you with a stronger analytical base. We will focus on international trade theory and policy, and issues in international finance.

Prerequisite – ECO 201, 202

ECO 540 Climate Changes and Economy (3 Cr.)

This course examines the science on climate change and its impacts and alarming prospects for global economics and politics. It presents the connection between human activity and the current warming trend which influence the potential social, economic and environmental consequences of climate change. Key concepts of climate-change including decision-making in the face of risk and uncertainty, and the management of global public goods will be covered.

Prerequisite - Permission from Instructor

ECO 533 International Economics (3 Cr.)

This course provides a broad overview of international trade theory, policy, and international finance. Topics covered are: global trade protectionism, gains from trade and their distribution; pre-determined trade barriers; the trade deficit; currency exchange rate war; and government intervention in foreign exchange markets.

No prerequisite.



English

ENG 111 College English I (3 Cr.)

This course incorporates reading, research and critical thinking of the college level student. It focuses on skills required for effective writing in a variety of contexts, with emphasis on exposition, analysis, and argumentation, and also includes introductory use of a variety of research skills.

No prerequisite.

ENG 112 College English II (3 Cr.)

In this continuation of College English I, it enhances students' ability to read and think critically, to research and evaluate evidence competently, and to write clearly. Students will continue practice of expository writing in three genres of literature, including drama, poetry, and short fiction, and culminating in a research paper.

Prerequisite – ENG 111

ENG 113 Introduction to Speech (3 Cr.)

This course introduces speaking skills, including the selection, preparation, and delivery of speeches for various audiences and situations. It also addresses particular issues associated with public speaking, such as listening skills, interpersonal, and public communication, audience analysis as well as self and peer evaluations.

No prerequisite.



Finance

FIN 201 Introductory Finance (3 Cr.)

This course provides an introduction to the basic concepts and principles of finance. It examines financial concepts and analytical techniques, capital structure, financial performance, short-term financial planning, time value of money, measurement of risk and return, capital budgeting. Value assets and businesses given forecasts of future cash flows will be covered.

No prerequisite.

FIN 267 Personal Finance (3 Cr.)

This course teaches students to negotiate the retail financial landscape, emphasizing issues that have a large impact on their future financial well-being. It covers topics such as understanding and appreciating the time value of money, the financial planning process, financing the purchase of a house and other consumer loans, saving for retirement and other goals, selecting a financial advisor, taxes, estate planning, behavioral finance and common investment scams.

Prerequisite - FIN 201

FIN 301 Regulation of Capital Markets and Financial Institutions (3 Cr.)

This course introduces the regulation of financial markets and the role that financial institutions. It examines important current issues in the regulation of the U.S. capital markets and potential future actions. It analyzes the financial disclosure requirements of non-financial corporations and the impact of these requirements on corporate policies.

Prerequisite - FIN 201

FIN 333 Financial Quantitative Methods (3 Cr.)

This course covers statistical methods and mathematical models for forecasting future market movements. The objective of this course is to use economic theories and quantitative methods for investments that have wide applicability in business and financial decision making. It prepares students to develop the theoretical knowledge and practical skills required for successful working with multiple types of risks in modern financial markets

Prerequisite – FIN 201

FIN 352 Security Valuation (3 Cr.)

This course is designed for students interested in investment banking, fixed-income valuation or equity analysis. Students develop tools and techniques for the valuation of different securities. Topics covered include: bond pricing, bond duration, the term-structure of interest rates, financial statement analysis, equity valuation models, and firm valuation.

Prerequisite - FIN 201

FIN 356 Financial Capital (3 Cr.)

This course discusses the available corporate securities that firms can use to finance investment. The different kind of securities covered include corporate and junk bonds, bank loans, common and preferred equity, commercial paper, securitization Topics include are the design of these securities, the issuing process for these securities, the underwriting process, the pricing of these securities and the cost of capital.

Prerequisite - FIN 201

FIN 380 Introduction to Entrepreneurship

This course introduces the role of small business in contemporary society and how small business organization and management with an emphasis on the marketing mix. It provides exposure to the stresses of a start-up business, the uncertainties that exist, and the behavior of entrepreneurs. The route from consider legitimate ideas oriented towards the formation of an enterprise will be discussed.

Prerequisite - FIN 201

FIN 411 Investment (3 Cr.)

This course provides empirical evidence when making investment decisions. It covers portfolio theory, equilibrium models of security, market efficiency, intrinsic value and risk, the empirical behavior of security prices, venture capital, performance evaluation and behavioral finance. Domestic and international financial markets will be discussed.

Prerequisite – FIN 201

FIN 420 Real Estate Finance (3 Cr.)

This course covers investment and financing issues in real estate as well as real estate knowledge. It focuses on understanding, calculating, and analyzing potential cash flow, tax, and future benefits of real estate asset. It also emphasizes the entrepreneurial management style and risk analysis techniques used by successful investors and developers.

Prerequisite – FIN 201

FIN 422 Corporate Finance (3 Cr.)

This course provides the fundamental concepts, principles and approaches of corporate finance and practice of decision-making within the corporation. It covers the analytical skills for making corporate investment and financial decisions and risk analysis. Topics covered include the concepts of present value and the opportunity cost of capital, discounted cash flow analysis and other valuation techniques.

Prerequisite - FIN 201

FIN 423 International Trade (3 Cr.)

This course provides the characteristics of international financial markets and evaluates the risks and benefits involved in operating globally. It focuses international finance from both corporate and international banking viewpoints. It also covers pricing in the foreign currency, market efficiency in the international money markets, foreign currency options and international capital asset pricing.

Prerequisite – FIN 201

FIN 439 Behavioral Finance (3 Cr.)

In this course we will examine how individuals and firms make financial decisions, and how those decisions may deviate from those predicted by traditional financial theory. We will explore psychological biases in financial decision making, and examine the impacts these biases have on financial markets and financial decision making.

Prerequisite - FIN 201

FIN 500 Financial Management (3 Cr.)

This course examines the general nature of financial management and focuses in corporate finance. It presents the necessary tools required to objectively approach and solve financial problems as well as enhances the understanding of basic financial theory and practices. It also discusses the topics such as capital budgeting, capital structure and working capital decisions.

No prerequisite.

FIN 506 Financial Statement Analysis (3 Cr.)

This course provides students with tools to analyze and exploit information in corporate financial statements. It helps students with understanding and analysis the corporate issues on financial reporting strategies effectively. It also covered include financial distress prediction, the impact of accounting information on security returns and the evaluation of short-term and long-term loan requests.

Prerequisite – FIN 500

FIN 517 Financial Theory (3 Cr.)

The course introduces the functions of public and private financial institutions. It focuses on classical ideas in finance, such as expected utility, risk aversion, mean - variance portfolio analysis, separation thermo, state prices and risk neutral valuation, efficient market. It also provides specific technical knowledge of financial decision-making at these institutions.

Prerequisite – FIN 500

FIN 534 Financial Institutions and Markets (3 Cr.)

This course introduces the structure and functions of financial institutions and markets in the United States. It covers topics such as the money market and short-term money management; the equity and bond markets; financial assets and the primary market; and the difference between electronic and floor-based equity markets.

Prerequisite – FIN 500

FIN 551 Portfolio Management (3 Cr.)

This course provides an introduction to the tools needed to enter the field of professional money management. It covers the theory and practice of money management and analysis of the theory and practice involved when securities are combined into portfolios. Modern portfolio theory, such as market efficiency and behavioral finance will be included.

Prerequisite – FIN 500

FIN 552 Investment Analysis and Management (3 Cr.)

This course is a survey course of investments including corporate and government securities, real property and financial intermediaries. It examines investment policies, timing purchases and sales, types of securities, factors that influence pricing changes. The study of investment pricing techniques and of the institutional background will be covered.

Prerequisite – FIN 500

FIN 562 Entrepreneurial Finance (3 Cr.)

This course is designed to help entrepreneurs and financiers make better investment and financing decisions. It focuses on the financial aspects of the management of small business and entrepreneurial firms and analyzes principles of corporate finance, valuation, and coordination and control of firms, with an eye toward developing the tools and concepts of entrepreneurial financial management.

Prerequisite – FIN 500

FIN 599 Finance Project (3 Cr.)

The goal of this course is to make students acquainted with current problems in finance. It is designed to give students a survey of the current literature in the field of finance. It also provides a solid grounding in the financial key issues.

Prerequisite - Permission from Instructor



History

HST 111 Early American History (3 Cr.)

This course is the foundational American story from colonization through the Civil War and Reconstruction. It covers issues as race, war, gender construction, technology, and republicanism from different social and cultural points of view in the colonial, revolutionary and early national periods. Topics covered are environmental transformation, colonialism; immigration, economic development, slavery, ethnicity, practices of freedom and equality.

No prerequisite.

HST 112 Islam and the Middle East (3 Cr.)

This is a survey course of Middle Eastern history until the end of the twentieth century and the emergence of Islam in the region in the 7th century. It presents the encounters and exchanges between the Islamic world and the West. It focuses on the transformation of state and society under the impact of a changing world economy today.

No prerequisite.

HST 213 History of Traditional East Asia (3 Cr.)

This course introduces the constituent characteristics that originally linked East Asia as a region. It focuses on the development of the region from the mid-nineteenth century until the end of the twentieth century and the impact of the West and China in this region. Nationalism and industrialization of China, Japan and Korea will be covered.

No prerequisite.



Information Systems

IFS 101 Information Systems Principles (3 Cr.)

This course emphasizes the use of information technology to develop distinct the competitive potential for strategic use of information systems with competitors, customers and suppliers with respect to products and services. It also examines strategies of actual companies and identifies other strategies that can be deployed to gain competitive advantage.

No prerequisite.

IFS 220 Information Policy (3 Cr.)

This course provides an introduction to the conceptual, institutional, historical, and legal foundations of contemporary information and communication policy. Current US Government policies in areas involved with information and information technology will be examined as well as the associated issues of ethical uses of information and of privacy considerations.

No prerequisite.

IFS 337 Principles of Decision Making (3 Cr.)

This course is designed to make student a better decision maker with better decision-making skills by providing strategies for further improvement in the future. It covers decision making and problem solving processes in organizations, utilizing logical and creative problem solving techniques. It also presents formal, optimal models and psychological, descriptive models to help student understand decision making abilities.

Prerequisite – IFS 101

IFS 377 Data Mining (3 Cr.)

This course covers data mining concepts, techniques, and software utilized in the overall process of discovering knowledge within data. It presents intelligent analysis of information stored in data sets that deals with extracting useful knowledge from raw data. The knowledge discovery process includes data selection, cleaning, coding, using different statistical and machine learning techniques.

Prerequisite – IFS 101

IFS 381 Business Process Management (3 Cr.)

Modeling business work systems with focus on processes and the information technology (IT) to support business processes. The focus is on using IT to create, automate, and integrate business processes. Major topics covered: modeling work systems, major business processes and their relationships, modeling tools, business process/application integration approaches, creating and managing a business process using business process management software.

Prerequisite – IFS 101

IFS 411 Cyber Security (3 Cr.)

This course presents all functional levels within the enterprise to deliver information system security. It provides the technical and analytical skills to implement computer security. It covers topics such as technical, analytical, and communication skills, further engaging students in the practice of cybersecurity. It also focuses on multiple cybersecurity environments, technologies, processes, and concepts.

Prerequisite – IFS 101

IFS 427 The Laws in Cyber Space (3 Cr.)

This course covers the essentials of computer and network technologies and it explores specific problems in applying law to cyberspace. It explores the sources of Internet law from intellectual property to tort and the legal complexities. Topics such as intellectual property, privacy, content control and the bounds of jurisdiction will be covered.

Prerequisite – IFS 101

IFS 435 Cyber Intelligence (3 Cr.)

This course covers intelligence and how it relates to both the physical and cyber domains. It also presents the techniques of computational intelligence, especially evolutionary computation and neural networks and how it enhances human decision making and learning and the automation of computing processes .It also focuses on the development of human source intelligence as a discipline.

Prerequisite – IFS 101

IFS 439 Business Intelligence (3 Cr.)

Business intelligence provides the highest level of information support to aid the manager in the decision-making process. This course provides the skills necessary to conceptualize, build, and implement systems utilizing business intelligence in organizations.

Prerequisite – IFS 101

IFS 442 Software Engineering (3 Cr.)

This course covers the nature of software and software projects, software development models, software process maturity and project planning. It presents the fundamental concepts and principles that underlie current and emerging methods, tools, and techniques for the cost-effective engineering of high-quality software systems.

Prerequisite – IFS 101

IFS 444 Systems Analysis and Design (3 Cr.)

Emphasis on development of business application systems using object-oriented and structured analysis tools and techniques for describing processes, use cases, data structures, system objects, file designs, input and output designs, and program specifications. Includes a service-learning project with requirements gathering, planning, and development of a prototype for an internal/external client.

Prerequisite – IFS 101

IFS 500 Information Technology for Managers (3 Cr.)

This course presents an introduction to information systems and dominant supportive technologies. It explores necessary management actions to use of the best practices and methods such as: information systems architectures, software and hardware standards, database management systems, transaction processing, e-commerce, for improvement for already in place.

Prerequisite – Permission from Instructor



Legal Studies

LAW 510 Law and Legal Reasoning (3 Cr.)

This course introduces the American legal system and the types of legal reasoning used by lawyers and judges. It covers the nature, function and application of the U.S. legal system as it applies to the modern business environment. It also examines the American legal system's role in the development and growth of business with an emphasis on ethics and business decision making.

Prerequisite – MGT 500



Mathematics

MAT 103 College Algebra (3 Cr.)

This course provides a solid foundation in algebraic operations such as linear, quadratic, polynomial, rational, inverse, exponential and logarithmic functions. It also covers topics as solve equations involving these functions, and systems of linear equations in two variables, as well as inequalities.

No prerequisite.

MAT 114 Mathematics for Computer Science (3 Cr.)

This course is an introduction to the mathematics underlying computer science. It covers fundamental concepts and tools in discreet mathematics with emphasis on their applications to computer science. It covers topics like logic and Boolean circuits; sets, functions, finite automata, randomized algorithms, and analysis techniques.

No prerequisite.

MAT 231 Calculus (3 Cr.)

This course is an introduction to calculus which examines polynomial, rational, exponential and trigonometric functions and their transformations. Those in integration include the area under a curve, definite and indefinite integrals, numerical integration, substitution and applications of integration. Topics include: limits, the rate of change of a function, derivatives of algebraic and trigonometric functions, applications of derivatives and integration.

Prerequisite – MAT 103



Management

MGT 201 Principles of Management (3 Cr.)

This course focuses on the theory and fundamental concepts of management including planning, organization, leadership, and control. It presents the management role and its practices and

techniques. Various dimensions of management, organizational structure and functions of managers, growth and re-engineering of business will be covered.

No prerequisite.

MGT 300 Strategic Planning (3 Cr.)

This course introduces basic concepts of strategic planning and management. It provides an overview and applications of strategic planning theories, methods, and group processes in different organizational environments. It helps organizations formulate a strategy on how to best achieve their goals and define an operational plan.

Prerequisite - MGT 201

MGT 312 Human Resource Management (3 Cr.)

This course presents essentials of human resources management principles and practices in business and industry. It analyzes the policies and practices used by human resource management staff to build and maintain an effective work force. Topics include human resource planning, labor relations, job analysis, manpower development, recruitment, selection, performance appraisal and compensation.

Prerequisite – MGT 201

MGT 313 Teams, Groups and Leadership (3 Cr.)

The course evaluates several leadership issues including power, authority and influence, team building and coalitions and ethics and values. It examines components that comprise teams, highlights key factors that influence team effectiveness, skills in diagnosing opportunities and threats that face teams. It also focuses on identifying and developing workplace leadership skills.

Prerequisite - MGT 201

MGT 412 Managerial Psychology (3 Cr.)

This course focuses on interpersonal effectiveness about understanding and managing behavior in the work environment. It presents the theoretical background for practical tasks solving while working with diverse groups of people. It covers topics like ethics and confidentiality, assessment, crisis intervention, treatment planning, counseling, case management, record keeping and consultation.

Prerequisite - MGT 201

MGT 431 Project Management (3 Cr.)

This course develops a foundation of concepts and solutions that supports the planning, scheduling, controlling, resource allocation, and performance measurement activities required for successful completion of a project.

Prerequisite - MGT 201

MGT 445 Small Business Management (3 Cr.)

This course reviews considerations faced by an individual planning to establish and manage a small business venture in today's complex business environment. It includes a review of legal forms of ownership, financial planning and resources, considerations of management, operations and control, ethical issues, and the importance of social responsibility.

Prerequisite - MGT 201

MGT 450 International Management (3 Cr.)

This course focuses on opportunities and challenges created by globalization and the management issues related to management in an international marketplace. It explores the opportunities and problems that confront international managers through complex and ever-changing global economic, political, legal, technological and cultural environment.

Prerequisite - MGT 201

MGT 472 Operations Management (3 Cr.)

This course introduces the concepts, principles, problems, and practices of operations management by covering both service industries and manufacturing. It focuses on the designing, planning, organizing, operating and controlling of operating systems. It also covers managerial processes for effective operations in both goods-producing and service-rendering organization.

Prerequisite – MGT 201

MGT 500 Principles of Management (3 Cr.)

This course presents fundamentals and concepts of management, administrative policies, objectives and procedures and problem of organization and leadership. It covers various concepts of management including management controls, operations management, and human resource management. It also provides various concepts required for an overall understanding of management's role in the contemporary organization.

Prerequisite – Permission from Instructor

MGT 520 Human Resource Management (3 Cr.)

This course presents the human resources function within today's organizations, such as an organization acquires, rewards, motivates, uses, and generally manages its people effectively. It explores the role managers play in the successful management of the organization's human resources. It emphasizes the employee-supervisor relationship and applications involved in effectively managing people in organizations.

Prerequisite – MGT 500

MGT 522 Strategic Management (3 Cr.)

This course presents the strategic analyses, decisions and actions with the consideration of both the internal condition and the external environment. It examines management theory and practice through a framework involving strategic thinking and strategic planning. The context of strategy, leadership, managerial uses of structure and design and performance will be covered.

Prerequisite – MGT 500

MGT 525 Organizational Behavior (3 Cr.)

This course covers the analysis and application of organizational theory, group dynamics and the integration of interdisciplinary concepts from the behavioral sciences. It focuses on individual behavior and impact of work teams in an organization. Topics include development, structure, leadership, decision making, power and conflict will be discussed.

Prerequisite – MGT 500

MGT 531 Business Intelligence (3 Cr.)

This course provides an introduction to business intelligence, including the processes, infrastructure, methodologies and current practices used to transform business data into useful information and support business decision-making. It focuses on the features, uses, and design strategies for IT-enabled managerial decision support.

Prerequisite – MGT 500

MGT 544 Managerial Psychology (3 Cr.)

This course presents the theoretical, methodological and practical areas of managerial psychology and sociology. It covers the importance issues of leadership and what makes someone a successful leader. It addresses the behaviors and their influences on managerial thinking and business decisions. The difference between leadership and management will be discussed.

Prerequisite – MGT 500



Marketing

MKT 201 Marketing Principles (3 Cr.)

This course presents the business functions of marketing – marketing mix, segmentation, targeting, positioning, customer value, branding and services. It focuses on the principles and problems of the marketing of goods and the methods of distribution from producer or manufacturer to the consumer. Market planning, market research and competitive analysis will be covered.

No prerequisite.

MKT 307 Contemporary Globalization (3 Cr.)

This course focuses on the ideas, theories and issues about the understanding of contemporary globalization. It analyzes economic globalization in a historical perspective and the arguments of both its critics and advocates. It also covers the nature of globalization in relation to the emergence of a global economy, global cultures, politics and environmental issues.

Prerequisite - MKT 201

MKT 377 E-Commerce (3 Cr.)

This course introduces the realities and implications of e-commerce from a marketer's perspective. It presents the ways in which an enterprise can become technically and operationally proficient in e-commerce. It also presents concepts and skills for the strategic use of e-commerce and related information system technologies.

Prerequisite - MKT 201

MKT 510 Electronic Commerce Strategy (3 Cr.)

This course refers to corporations that have adopted e-commerce practices and designs. It explores of the basic notions of changes in technology and business models looking at internal as well as external factors. It also examines the digital economy and its impact on commerce by focusing on the operation within a business ecology framework.

Prerequisite - Permission from Instructor



Philosophy

PHI 201 Introduction to Western Philosophy (3 Cr.)

This course provides an overview of the history of western philosophy from its beginnings among the ancient Greeks through the 14th century. Particular emphasis is given to Plato, Aristotle, Augustine, and Thomas Aquinas. It is a survey course of several major areas of Western philosophy: metaphysics and epistemology, ethics, philosophy of mind, philosophy of language, philosophy of religion, and philosophy of science.

No prerequisite.

PHI 301 Logic (3 Cr.)

This course covers some basic rules, concepts, and skills of logic. It focuses on the symbolic logic, sentential and predicate logic. It also presents the evaluation of arguments, the basic principles of formal logic, and the evaluation of arguments. Special emphasis will be placed upon the logical appraisal of everyday arguments and the analysis of value arguments.

No prerequisite.

PHI 302 Ethics (3 Cr.)

This course introduces to philosophical ethics and ethical theory about the nature of morality. It covers the fundamental questions related to human conduct and the basis of moral rightness and moral wrongness. It presents an evaluation of classical and contemporary ethical theories concerning the good life, human conduct in society, morals, and standards of value.

No prerequisite.



Political Science

POL 120 American Political Thought (3 Cr.)

This course is an introduction to American political institutions and behavior. It is a study of governmental politics, functions, and programs. It introduces the primary intellectual traditions and key political questions that have motivated and shaped American political thought. It also covers the public opinion, political culture, parties, and elections of the United States.

No prerequisite.

POL 130 Climate Changes and International Politics (3 Cr.)

This course introduces the complex political phenomenon as climate change in decision-making in international society. It explores the difficulty to build collective action at the global level. It discusses possible avenues forward and the sources and impacts of climate change at international policies. It also covers the world's effort to effectively meet the prospect of catastrophic climate change.

No prerequisite.



Natural Sciences

SCI 124 Introduction to Chemistry (3 Cr.)

A study of the fundamental principles of chemistry emphasizing modern atomic theory, the structure and behavior of atoms, the properties and states of matter, energy relations, periodicity and mole concepts. Topics includes the concept of energy and its uses, gas laws, kinetic molecular theory, laws of chemical combination, atomic and molecular structure, periodic classification of the elements, and chemical bonding.

No prerequisite.

SCI 134 Introduction to Biology (3 Cr.)

This course introduces to basic principles of biology in the areas of cell biology, genetics, development, vertebrate physiology, ecology and evolution. Functions of cellular organelles, including protein synthesis, genetics, cellular respiration, and cell reproduction will be emphasized. Topics include chemistry of living organisms, cell structure and function, energy and

its transformations, cell division process, genetics and review of current biology research will be covered.

No prerequisite.

SCI 144 Introduction to Physics (3 Cr.)

This course covers an introduction to fundamental principles of mechanics, waves, heat, electricity and magnetism, light, atomic and nuclear physics are covered. This course provides a conceptually-based exposure to the fundamental principles and processes of the physical world. Topics include basic concepts of motion, forces, energy, heat, electricity, magnetism, and the structure of matter and the universe.

No prerequisite.

SCI 154 Introduction to Geology (3 Cr.)

This course is a general survey of the rocks and minerals composing the earth. It focuses on the chemistry and properties of minerals, the composition of igneous, sedimentary and metamorphic rocks. It examines the common rock-forming minerals and their properties, different geologic environments, plate tectonics and other issues related to geology.

No prerequisite.

SCI 164 Introduction to Environmental Science (3 Cr.)

Introduction to the ecological foundation of environmental systems, the ecological impacts of environmental degradation by humans, and strategies for sustainable management of environment and natural resources. The course addresses problems related to human society and explores possibilities for alleviating these problems. The course will provide the student with knowledge of how the environment functions and understanding of the issues of scale, complexity and conflict resolution.

No prerequisite.



Social Sciences

SOC 300 Social Psychology (3 Cr.)

This course introduces the scientific study of how individuals think, feel and behave in social situations. It covers topics such as the social self-concept, social judgment, attitudes, persuasion, conformity, aggression, helping behavior, prejudice, and interpersonal relationships as well as some of the most important theories and research in the field of social psychology.

No prerequisite.

SOC 313 Law and Society (3 Cr.)

This course introduces a wide variety of topics related to law's varying functions in a society. It focuses on social and legal theory and analyzes law and legal institutions especially in relation to equality, justice, and fairness. It also examines the importance, influence and impact of law in society as well as the impact of people on the law.

No prerequisite.



Statistics

STA 201 Introduction to Statistics (3 Cr.)

This course provides the student with an understanding of using descriptive and inferential statistical techniques for solving business and technical problems. It covers sampling distribution, analyzing, presenting numerical data, frequency and sampling distributions, averages, dispersion, hypothesis testing confidence intervals, hypothesis testing, simple regression and time series.

No prerequisite.

English Proficiency Program

The purpose of Si Tanka University's ESL Program is to raise the student's English proficiency quickly, so that the student can enroll in regular credit-earning university courses. The ESL program is designed to improve the full range of English language skills: reading, writing, speaking and listening.

The STU College-level English as a Second Language (ESL) Program offers a series of courses for college-bound students whose native language is not English. These courses are designed to help students who already have a basic level of English skills gain academic English language proficiency to help them be successful in college study.

All English language learners can be assigned a level of English proficiency based on their ability to speak and understand English. These levels are determined at the time of entrance into the University. The proficiency levels reflect the abilities and skills that students are capable of demonstrating at each level. Course completion is graded "Satisfactory"/ "Unsatisfactory".

Level 1:

ESL 010 - Beginner Speaking & Listening

Prerequisite: None. This course will enable students to use linguistic forms accurately, meaningfully, and appropriately, emphasizing conversational skills: listening and speaking in small groups, using new grammar structures, learning new words and expressions, comprehending and using idiomatic expressions.

ESL 012 – Beginner Reading and Writing

Prerequisite: None. This course is designed to enable students to identify and use linguistic forms accurately, meaningfully and appropriately in written expression. The course focuses on simple and compound sentences, questions, modifiers, phrases, and verb tenses, especially simple present, simple past, and present progressive.

Level 2:

ESL 020 – High Beginner Speaking & Listening

Prerequisite: ESL 010. This course will enable students to use linguistic forms accurately, meaningfully, and appropriately, emphasizing academic listening and speaking skills: listening and speaking in small groups, listening to short lectures on academic topics, learning academic vocabulary and expressions, making presentations on new topics.

ESL 022 – High Beginner Reading and Writing

Prerequisite: ESL 012. The focus of the course is on creating effective sentences and paragraphs, including a review of grammar, punctuation and usage. The grammatical emphasis of this course

will be on present, past and future continuous tenses and modal usage. The lessons taught in this course will build on the skills developed in the prior series of ESL courses. It also has some emphasis on pronunciation, listening and speaking.

Level 3:

ESL 030 - Low Intermediate Speaking and Listening

Prerequisite: ESL 020. This course is designed to give advanced ESL students more practice using oral English. The emphasis is on small group work, problem solving, role plays, and informal discussion. Intensive practice in recognizing and pronouncing the sounds of American English with emphasis on words and phrases: stress, intonation, phrasing, reduction. Attention to individual as well as group priorities.

ESL 032 – Low Intermediate Reading and Writing

Prerequisite: ESL 022. The course is designed to enable students to use and interpret linguistic forms accurately, meaningfully, and appropriately in written expression. Classes will focus on writing simple and compound sentences in short paragraphs, on developing strategies for increasing reading comprehension and flexibility, on interactive reading, and on developing academic vocabulary. Students will develop cultural understanding and fluency through a variety of writing and reading tasks.

Level 4:

ESL 040 - High Intermediate Speaking and Listening

Prerequisite: ESL 030. This course focuses on improving student's ability to speak and to understand spoken English through a variety of listening, pronunciation, and speaking activities. Active participation in individual, pair, and group activities is required in each class session.

ESL 042 – High Intermediate Reading and Writing II

Prerequisite: ESL 032. This course is designed to enable students to use and interpret linguistic forms accurately, meaningfully, and appropriately in written expression. Classes will focus on writing simple, compound, and complex sentences in structured paragraphs, on developing 0

Level 5:

ESL 050 – Low Advanced Speaking and Listening

Prerequisite: ESL 040. This course provides a highly interactive class that develops low advanced speaking and listening skills such that students are able to carry out a variety of simple tasks in straightforward situations in English. Listening, critical thinking skills, and presentation skills are honed through targeted listening and speaking exercises. Students produce both oral and written work for assessment.

ESL 052 – Low Advanced Reading and Writing

Prerequisite: ESL 042. The focus of this course is on creating effective sentences and paragraphs, including a review of grammar, punctuation and usage. The lessons taught in this course will build on the skills developed in the prior series of ESL courses.

Level 6:

ESL 060 – Advanced Speaking and Listening

Prerequisite: ESL 050. This course provides a highly interactive class that develops advanced speaking and listening skills such that students are able to speak with ease and poise when in most normal situations. Listening, critical thinking skills, and presentation skills are honed through targeted listening and speaking exercises. Students produce both oral and written work for assessment.

ESL 062 - Advanced Reading and Writing

Prerequisite: ESL 052, This course focuses on compound and complex sentences and short paragraphs, overview of the verb tense system in English, verb forms with gerunds and infinitives, verb forms in modifying phrases, and modals. This course also emphasizes analyzing grammar and meaning, detecting and correcting grammatical errors, and self-editing skills.

Academic Calendar

2015 – 2016

Fall Qu	admester	Spring	g Quadmester	
September 2015		April 2016		
28 30	New Student Orientation Last Day to Register Without Late Fee	5 6	New Student Orientation	
Octobe	r 2015	7	Last Day to Register Without Late Fee Spring Quadmester Begins	
1	Fall Quadmester Begins	19	Last Day for Registration	
12	Columbus Day (University Closed, No Classes)	May 2	016	
15 Last Day for Registration				
Novem	ber 2015	30	Memorial Day (University Closed, No Classes)	
11	Veterans Day (University Closed, No Classes)	June 2	2016	
25-30	Thanksgivings (University Closed, No Classes)	11	Summer Registration Starts	
		16	Last Day to Completely Withdraw	
Decem	ber 2015	27	New Student Orientation	
6	Winter Registration Starts	28	Last Day to Register Without Late Fee	
13	Last Day to Completely Withdraw	29	Spring Quadmester Ends	
23	Fall Quadmester Ends	30	Summer Quadmester Begins	
24-4	Winter Break (University Closed)	30	Summer Quaumester Degms	
Winter	Quadmester	Summ	ner Quadmester	
January		July 2	016	
4	New Student Orientation	4	Independence Day Holiday (University Closed, No Classes)	
4	Last Day to Register Without Late Fee	12	Last Day for Registration	
6	Winter Quadmester Begins			
19	Last Day for Registration	Septer	mber 2016	
18	Martin Luther King, Jr. Holiday (University Closed, No Classes)	5	Labor Day (University Closed, No Classes)	
Februa	ry 2016	9	Fall Registration Starts	
		15	Last Day to Completely Withdraw	
15	President's Day (University Closed, No Classes)	28	Summer Quadmester Ends	
March 2	2016			
10	Spring Registration Starts			

20

30

Last Day to Completely Withdraw

Winter Quadmester Ends

Academic Calendar

2016 – 2017

Fall Quadmester		Spring Quadmester			
September 2016		April 2017			
28 30	New Student Orientation Last Day to Register Without Late Fee	4	New Student Orientation		
Octobe	r 2016	5	Last Day to Register Without Late Fee		
1	Fall Quadmester Begins	6	Spring Quadmester Begins		
10	Columbus Day (University Closed, No Classes)	14 19	Last Day for Registration		
15	Last Day for Registration		Last Day for Registration		
Novem	ber 2016	May 2	017		
		29	Memorial Day (University Closed, No Classes)		
11	Veterans Day (University Closed, No Classes)	June 2	2017		
23-28	Thanksgivings (University Closed, No Classes)	11	Summer Registration Starts		
Decemi	ber 2016	16	Last Day to Completely Withdraw		
6	Winter Registration Starts	27	Commencement		
13	Last Day to Completely Withdraw	27	New Student Orientation		
23	Fall Quadmester Ends	28	Last Day to Register Without Late Fee		
24-4	Winter Break (University Closed)	28	Spring Quadmester Ends		
Winter	Quadmester	Sumn	ner Quadmester		
January	, 2017	July 2			
4	New Student Orientation	4	Independence Day Holiday (University Closed, No		
4	Last Day to Register Without Late Fee		Classes)		
5	Winter Quadmester Begins	5	Summer Quadmester Begins		
18	Last Day for Registration	12	Last Day for Registration		
16	Martin Luther King, Jr. Holiday (University Closed, No Classes)	Septe	mber 2017		
Februa	ry 2017	4	Labor Day (University Closed, No Classes)		
20	President's Day (University Closed, No Classes)	9	Fall Registration Starts		
March 2	2017	15	Last Day to Completely Withdraw		
10	Spring Registration Starts	26	Summer Quadmester Ends		
20	Last Day to Completely Withdraw				

29

Winter Quadmester Ends

Academic Calendar

2017 - 2018

Fall Quadmester		Spring Quadmester			
September 2017		April 2018			
28 30	New Student Orientation Last Day to Register Without Late Fee	4	New Student Orientation		
Octobe	r 2017	5	Last Day to Register Without Late Fee		
1	Fall Quadmester Begins	6	Spring Quadmester Begins		
9		14	Last Day to Apply for Graduation		
	Columbus Day (University Closed, No Classes)	19	Last Day for Registration		
15	Last Day for Registration	May 2	018		
Novem	ber 2017	28	Memorial Day (University Closed, No Classes)		
11	Veterans Day (University Closed, No Classes)	June 2	2018		
23-28	Thanksgivings (University Closed, No Classes)				
Decem	ber 2017	11	Summer Registration Starts		
		16	Last Day to Completely Withdraw		
6	Winter Registration Starts	28	Commencement		
13	Last Day to Completely Withdraw	29	New Student Orientation		
23	Fall Quadmester Ends	29	Last Day to Register Without Late Fee		
23-4	Winter Break (University Closed)	29	Spring Quadmester Ends		
Winter	Quadmester	Sumn	ner Quadmester		
January	y 2018	July 2			
4	New Student Orientation	4	Independence Day Holiday (University Closed, No		
4	Last Day to Register Without Late Fee		Classes)		
5	Winter Quadmester Begins	5	Summer Quadmester Begins		
18	Last Day for Registration	12	Last Day for Registration		
15	Martin Luther King, Jr. Holiday (University Closed, No Classes)	Septe	ember 2018		
Februa	ry 2018	3	Labor Day (University Closed, No Classes)		
19	President's Day (University Closed, No Classes)	9	Fall Registration Starts		
March 2	2018	15	Last Day to Completely Withdraw		
10	Spring Registration Starts	26	Summer Quadmester Ends		
20	Last Day to Completely Withdraw				

29

Winter Quadmester Ends

ৰুপ্ৰকThe Board of Directors প্ৰক্ৰপ্ৰ

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M. S., University of Pittsburg

Thomas Pulver - Librarian and Learning Resource Manager

MS-LIS, The Catholic University of America

Ke Cheng, CPA – Business Manager

MS, Si Tanka University

রুপ্রক Faculty List রুপ্রক

Amir Afzal, D. S., George Washington University

Computer Science, Information Systems

Marcus Andrusko, M. A., Bethel University

Communication

Ajay Bhatt, J. D., University of Oregon

Legal Studies

Jacqueline Blackwell, M. A., University of Virginia

English

George Burgess, M. S., Oregon State University

Chemistry, Environmental Science

Ke Cheng, CPA, M.S., Si Tanka University

Accounting

Xiao Y. Dai, Ph. D., George Washington University

Information Systems, Management

Michael Dowally, Ph. D., University of Oklahoma

Finance, Management

Bantz Duane, Master of Accounting, Washington State University

Accounting

Beverly Elson, Ph. D., University of Maryland

Art History, English

Natalia Gavrilova, M. S., University of Chicago

Computer Science

David Glazer, Ph. D., George Washington University

Finance, Management, Marketing

Hank H. Hai, Ph. D., Duke University

Economic, Management

Jane Hart, MBA, University of Pennsylvania

Management

Paul Hicks, M. A., California State University – Los Angeles *Philosophy*

David D. Huang, Ph.D., University of Iowa Computer Science, Mathematics, Statistics

Eric Boon Keat, M. S., Georgia Institute of Technology Computer Science

Katrina Klaasmeyer, M. A., University of Oregon Art History

Lynsey LeMay, M. S., College of William and Mary Geology, Marin Science

Ruiyan Luo, Ph. D., Wisconsin University Statistics

Mohammad Najand, Ph. D., Syracuse University Finance, Management

David Pindel, M. S., Western Illinois University *Biology*

Michael Powers, M. A., Eastern New Mexico University *History*

Tonya Rondinone, M. A., Southern Connecticut State University Psychology

Raied Salman, Ph. D. Virginia Commonwealth University Computer Science

Bethany Wengerd, M. A., California State University – Fullerton *Anthropology*

Adam C. Yang, Ph.D., Columbia University Political Science

Jon X. Zhang, Ph.D., University of West Virginia Computer Science, Mathematics, Statistics

Jinmin Zhou, M.S., Bowie State University Computer Science, Information Systems Raymond Zich, M. S., Indiana University of Pennsylvania *Physics*

Si Tanka University did not offer any independent study courses in Spring (4-6-17 to 6-28-17) and Summer (7-5-17 to 9-26-17) quadmesters. STU Spring and Summer schedules are attached. The last term STU offered independent study courses was Winter (1-5-17 to 3-29-17) quadmester, 2017 and a sample independent study course contract included.

		Si Ta	anka Univer	sity				
Spring 2017 Class Schedule (April 6 to June 28)								
Course	Code	Course Name	Day	Time	Instructor	Room		
CSC	224	Principles of Programming Languages	TH	2:00 5:45	Natalia Gavrilova	1		
CSC	327	Data Structure	Tu	2:00 5:45	Eric Keat	2		
CSC	540	Programming Languages Principles	TH	2:00 5:45	Jon Zhang	2		
CSC	545	Programming Languages Topic: Java	W	9:00 12:45	Raied Salman	3		
CSC	561	Man-Machine Studies	SA	2:00 5:45	Xiao Dai	2		
ENG	111	College English I	W	9:00 12:45	Beverly Elson	1		
FIN	201	Finance Theory	TU	2:00 5:45	David Glazer	1		
FIN	506	Financial Statement Analysis	F	2:00 5:45	Mohammad Najand	1		
FIN	551	Portfolio Management	F	9:00 12:45	Hank Hai	2		
IFS	377	Data Mining	F	2:00 5:45	Jinmin Zhou	3		
IFS	500	Information Technology for Managers	SA	9:00 12:45	Xiao Dai	1		
MAT	231	Calculus	TH	9:00 12:45	David Huang	2		
MGT	201	Principles of Management	W	2:00 5:45	Jane Hart	2		
MGT	300	Strategic Management	Tu	9:00 12:45	Michael Dowally	3		
MGT	544	Managerial Psychology	SA	2:00 5:45	Tonya Rondinone	3		
STA	201	Introduction to Statistics	F	9:00 12:45	Ruiyan Luo	3		

		Summer 2017 Class	Schedule (Jul	y 5 to September 2	6)	
Course	Code	Course Name	Day	Time	Instructor	Room
CSC	331	Computer Architecture	W	9:00 12:45	Jinmin Zhou	1
CSC	345	Computer Graphics	TH	2:00 5:45	Natalia Gavrilova	2
CSC	514	Database Theory	F	2:00 5:45	Amir Afzal	2
CSC	521	Artificial Intelligence	W	9:00 12:45	Jon Zhang	3
CSC	540	Programming Languages Principles	SA	2:00 5:45	Raied Salman	1
ENG	112	College English II	TU	2:00 5:45	Beverly Elson	1
FIN	301	Financial Law	TH	2:00 5:45	Ajay Bhatt	1
FIN	411	Investment	W	9:00 12:45	Mohammad Najand	2
FIN	517	Financial Theory	TH	9:00 12:45	David Glazer	1
FIN	562	Entrepreneurial Finance	TU	2:00 5:45	Michael Dowally	2
IFS	427	The Laws in Cyber Space	TU	9:00 12:45	Ajay Bhatt	1
MGT	312	Human Resource Management	TU	9:00 12:45	Hank Hai	3
MGT	522	Strategic Management	SA	2:00 5:45	George Burgess	2
MGT	531	Business Intelligence	F	2:00 5:45	Xiao Dai	3
PHI	302	Ethics	SA	9:00 12:45	Paul Hicks	2
SCI	154	Introduction to Geology	W	2:00 5:45	Lynsey LeMay	3

Course Offering Guarantee Policy

Upon entering Si Tanka University, students will be supplied "degree" maps (usually during registration or orientation). Then, during the first quadmester of study, students are to meet with an advisor in order to customize their maps. In order to aid in this process, students should either designate a major or "interest area" prior to meeting with their advisor. Students who have selected a major will be provided a full map complete with specific courses. Undergraduate students who have not selected a major will be provided a map with the first 30 credit hours based on the general education core, and these students will receive a full map when a major is declared at or before the completion of the 30 credits. The use of interest areas is intended to mitigate issues that may arise from students changing majors or being initially undecided about which major to choose. If a student is pursuing multiple majors, the primary major is the standard degree map that will be loaded by the Office of the Registrar. It is then up to the student and advisors of both majors to work to develop the customized map that will ensure degree requirements for both majors will be met. It is possible at this point that an extended map will be necessary.

Throughout the remainder of their college education, students will be provided with term-by-term maps (during each registration period) showing course options that allow for degree completion in four (bachelor's) or two (master's) years of full-time study. At a minimum, the plan should be updated by the student every quadmester before meeting with the academic advisor. Additionally, the plan should be updated when dropping/adding courses, after grades are posted each quadmester, or any other change that affects degree progress. For situations where the student is changing majors, the advisor and student will inactivate the current plan and select a new active plan based upon the new major.

If necessary, extending a plan may be accomplished by:

- Adding terms to an existing plan, or
- Inactivating the current plan and selecting a new plan.

If under the situation that students have made a personal decision during their academic path that makes it unlikely for them to graduate on time, STU will create a customized 'extended-time' map. Circumstances that allow an extended-time map to be used include:

- Students who change their majors within the same Interest Area after earning 60 credits.
- Student who change their majors into a different Interest Area after earning 30 credits.
- iii. Students who fail to obtain entry into a competitive-admission major.
- iv. Students who are enrolled in approved programs that exceed 60 or 120 credits.
- v. Students who have declared double-majors or minors that extend their program requirements beyond 60 or 120 credits.
- vi. Students who transfer from another institution after earning 60 credit hours.
- vii. Students who are identified as needing more than six credits of developmental or remedial coursework. This coursework includes credit-bearing courses that a student is directed to take to prepare for a particular major that are not part of that major's degree requirements.
- viii. Students who are not meeting Satisfactory Academic Progress (SAP) or are not in good academic standing with STU overall.
- ix. Students who fail to adhere to the degree map by not completing 30 credit hours toward graduation within two or four years' worth of terms, even if the student does not enroll in consecutive terms.

Students can select a course in which they are most likely to enroll. Otherwise, students can register and then go back to their plan to make updates. Every "Choice" and "Placeholder" requirement needs action by the student to determine the specific course they intend to take.

In addition to term-by-term course maps, students will also be provided course guarantees throughout the duration of their studies. If a guaranteed course listed on a student's degree map for a specific term is not offered or becomes full, STU will be required to either provide a revised degree map or offer the course for free during a future term (for those students affected). The free course guarantee only applies to students who have complied with their degree map.

To qualify for the "free course guarantee" the student must have:

- Followed his or her degree map in each prior quadmester. The student must have successfully completed the prescribed courses or satisfied the prescribed electives in the quadmester mapped.
- Been unable to register for the course during "priority registration" due to circumstances beyond their control (students waiting to register after the priority registration period will not be eligible for the free course guarantee).
- Not received a revised degree map that maps the unavailable course in a future quadmester without altering the graduation date.
- Been within 150 percent of the standard time (six years for a bachelor's degree or three years for a master's degree) to complete the degree.

Any student who believes he or she qualifies for the free course guarantee should meet with his or her advisor during the student's classification specific time-ticket to proactively reach a solution that would allow for on-time completion. Students must be in contact immediately with their advisor when a required course is not available.

Si Tanka University will make every effort for students to have courses on a student's plan available and will provide a revised plan should courses be full or not offered. In most cases the student's advisor will work with the student to create a revised degree map. When a revised plan is not possible and a substitution cannot be made in consultation with the academic department a student may pursue the free course guarantee. This form will be available on-line and must have validation from the advisor that the student is eligible for the free course based on the criteria stated in the guidelines and that no alternative solution was possible. Requests submitted after their classification time-ticket has ended will not be considered.



Si Tanka University

The Academic Department 5000 S Broadband Lane, Suite 123 Sioux Falls, SD 57108 Tel: (605) 728-1941 Independent Study

Last Name: First:		_00	_0015			
		Email:				
COURSE INFORMATION: To be completed by the de	epartment or instructor (PI	lease Print)				
Does this course already exist in the catalog? (circle one) yes	✓ no					
If yes, please provide the subject code and number (i.e. CSC 112)): MGT 500					
 If no, please provide the subject code and circle the correct indep (subject code) (subject 	pendent study number acco	ording to class level (i.	e. MGT 400):			
How many credits is this independent study?						
5. Location of Independent Study: Main Campus						
Course Title and Objective:						
Procipies of Management, Course stipictives 1, provide a fundation of knowledge for understanding the development, applicances, and 2 excluded a springencieve for understanding the relaxed special excluded as a fundation of the relaxed special exclusion and organization performance. 3 develop a theoretical framework for understanding the responsance of human resources in organizations.	timplications of management treaties and practices.					
Instructor: (Please print) Xiao Y. Dai	Ema	ail: xiao.dai@sit	anka.us			
AGREEMENT: To be completed by instructor						
1. 10 appointments of 15 hour(s) with instructor	4.0 exp	eriments				
2.4 written reports or term papers	5. 0 of hours/weeks of practical experience					
3.3 books to be read and reported	6. 0 othe	er				
7. Course Grade Evaluation: A description of end project(s) (journal		Lete That the student	will be graded on			
SIGNATURES (REQUIRED) By signing below I certify that I understand and agree to the Contractual Stat and Services found in the <i>Undergraduate and Graduate Catalogs (Catalogs)</i> I understand that if I have delinquent financial obligations or if any financial); I agree to pay for the credit obligation is adjudged to be til such obligations have been	s and for all charges asso discharged, I will not be p satisfied. If I default on	ciated with this course, permitted to register my financial obligations			
I agree to pay all costs and expenses incurred by the University in the collect		ng to the Academic Depa				
or attend classes for subsequent quadmesters or order official transcripts until I agree to pay all costs and expenses incurred by the University in the collect attorney's fees, collection costs, and court costs. If I decide to cancel my reg the date I officially withdraw will determine the amount of refund I will rece I enrolled.	gistration, I will do so in writi	lule of Refunds found in	rtment. I understand the the Catalog(s) based on			
I agree to pay all costs and expenses incurred by the University in the collect attorney's fees, collection costs, and court costs. If I decide to cancel my reg the date I officially withdraw will determine the amount of refund I will rece I enrolled.	gistration, I will do so in writi	dule of Refunds found in Date:	artment. I understand the the Catalog(s) based on			
I agree to pay all costs and expenses incurred by the University in the collect attorney's fees, collection costs, and court costs. If I decide to cancel my reg the date I officially withdraw will determine the amount of refund I will rece I enrolled. Student:	gistration, I will do so in writi	Date:	rtment. I understand the			

POLICIES FOR THE INDEPENDENT STUDY

Independent Study Agreements are permitted with the provision that the instructor and student must meet on a regular and continuing basis for the number of consultations listed in the Agreement.

- 1. Independent Study Agreements are for courses in which the student does specific work as outlined in the official form, and occurs outside of the classroom setting.
- 2. The Independent Study requires approval of the instructor and the Department Chair through which the Independent Study is being offered.
- 3. The Independent Study should be created only when a needed class is not available for a particular quadmester. Students should not attend a class being offered and use that as part of the Independent Study credit.
- 4. The earned credit guidelines are established as follows:

a. One (1) cred	it: Three	(3) hours of designed individual study	per week of 12 weeks, y	with a minimum of three (3)	consultations per quadmester
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with the instructor.

b. Two (2) credits: Six (6) hours of designed individual study per week of 12 weeks, with a minimum of five (5) consultations per quadrester with

the instructor.

c. Three (3) credits: Nine (9) hours of designed individual study per week of 12 weeks, with a minimum of six (6) consultations per quadmester with

the instructor.

d. Five (5) credits: Fifteen (15) hours of designed individual study per week of 12 weeks, with a minimum of eight (8) consultations per quadmester

with the instructor.

e. Ten (10) credits: Thirty (30) hours of designed individual study per week of 12 weeks, with a minimum (10) consultations per quarter with the

instructor.

f. Fifteen (15) credits: Forty-five (45) hours of designed individual study per week of 12 weeks, with a minimum of ten (10) consultations per

quadmester with the instructor.

- 5. Each Independent Study Course must have a specific title of no more than 27 characters and a specific instructor assigned.
- 6. Expectations: If the student is taking an Independent Study Course that is equivalent to another course then the Independent study's discipline and the title will be the same as the equivalent course that is listed in the University Catalog (EXAMPLE: MGT500). The student can only take this type of independent study if the course is not being offered a particular quarter, and the student must have that class.
- 7. This form must be completed and filed in the Registration Office by the tenth day of the quadmester.

PROCEDURES FOR THE INDEPENDENT STUDY

- 1. Student obtains the Independent Study Agreement from the Registration Office.
- 2. Student contacts the office to take a course by Independent Study with a particular instructor, Instructors are under no obligation to participate in a requested Independent Study Agreement.
- 3. Form is filled out, in full, including:
- a. Student Information
- b. Course Information
- c. Agreement between student and instructor
- d. Signatures: (Student, Instructor, Chair)

Student's signature is also a request for the Registration Office to register student for the current quadrester.

- 4. Form is returned to Registra's Office and stamped with date of receipt.
- 5. A unique Independent Study course is created, reference number assigned, and student is registered.
- 6. Registration Office will send an electronic copy of the completed contract after registration to the student and the instructor of the course.

Si Tanka University is dedicated to supporting academic projects from across the curriculum. The STU library provides training sessions on the online library for students, faculty and staff. Group training sessions are offered during new student and faculty orientation each quadmester and at 8:30 AM the second Thursday of each month that school is in session. One-on-one training sessions are also available by appointment. How to use the library training is mandatory for all new students and faculty. They must sign and date a sheet that states they attended and this sheet is kept in their permanent file.

The following are the topics covered in the training sessions:

- 1. STU library staff can suggest methods students and faculty can use to accomplish specific tasks including, but not limited to, the following:
 - How to apply a specific effect or state to a project in a multimedia application.
 - How to convert video, audio or images to different formats as the project requires.
 - How to format external hard drives and other storage media.
 - How to fix various hardware issues pertaining to cables, recording, drives, scanning, etc.
 - How to create DVDs, CDs and upload media to various sharing sites.
- 2. STU library staff provides pre-scheduled training sessions to provide basic skills in some of the commonly used multimedia production software available in the library.
- STU library staff can instruct students and faculty on how to access and use
 Faculty and Student Library Orientation tutorials. Library Orientation tutorials
 materials included. Staff can also recommend pertinent video tutorials to gain
 specific skills.
- 4. STU library staff can provide feedback on the aesthetics of a multimedia project.
- 5. STU library staff can teach students and faculty how to use any item in the circulation equipment collection and provide advice on how to achieve the best results for their project.
- 6. STU library staff can provide "on-request" training sessions for faculty members who would like specific training for their classes. On-request training sessions must be scheduled with STU library staff (library@sitanka.us) at least one (1) week in advance.
- 7. Training is an ongoing process -throughout the quadmester as problems and changes occur. Informal reference training occurs throughout the year as questions arise. Students and faculty are encouraged not only to approach STU staff with their own queries but also to direct other patrons with questions to them.

FACULTY LIBRARY ORIENTATION

2017



Si Tanka University

LIBRARY SERVICES MISSION

The mission of the Si Tanka University Online Library is to directly contribute to academic achievement, student success, and lifelong learning; to provide a variety of learning-centered resources and innovative services that meet the needs of its diverse community; to support the achievement of student learning outcomes at the course, program, and institutional levels; and to enhance teaching excellence.



WHAT IS THE LIBRARY ORIENTATION?

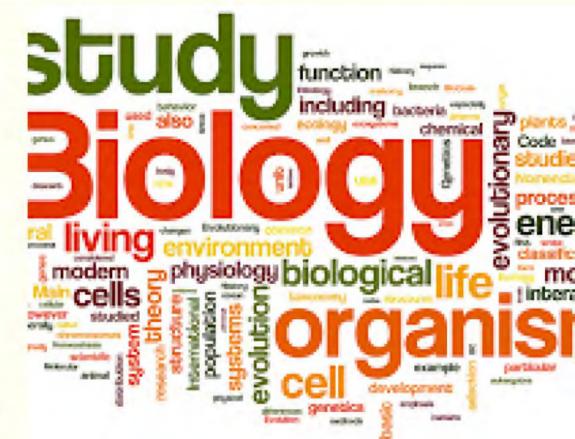


Si Tanka University

Welcome New Faculty:

STU Online Library provides a wide range of resources and services. In addition to our regular collection of books, ebooks, audiovisual materials and online databases, we provide library instruction, subject guides and tutorials, citation guides, and course reserves.

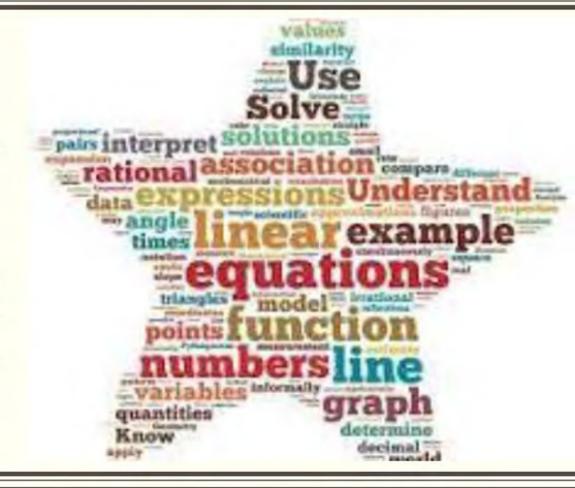
The Library staff at STU are also available to our faculty for consultation about resources to support teaching and learning, development of assignments that support information literacy, and the use of technology to enhance the discovery of knowledge. Please feel free to contact us.



YOUR LIBRARY ACCOUNT



To use any STU library services, you need an active library account. Please contact the library to request a library account. Identify yourself as a STU faculty and provide your name, address, phone number, and an e-mail address you would like listed on your library account. Your account information will be e-mailed to you.



HOW DO I USE THE LIBRARY WEBSITE?

Library's Website http://www.sitanka.us/library/



Website Navigation:

<u>STU Search</u> - one-stop search for physical and electronic materials <u>Find Books</u> - search for books in the library, ebooks, and items in other libraries

<u>Find Articles</u> - search for articles from magazines, journals, or newspapers.

<u>Research Guides</u> - list of resources related to the subject, including a subject specific search box.

About - information about the library such as staff & contact information

Services - learn more about what the library can do for you

Help - where to go if you need assistance

Search - click the magnifying glass to search the entire library website



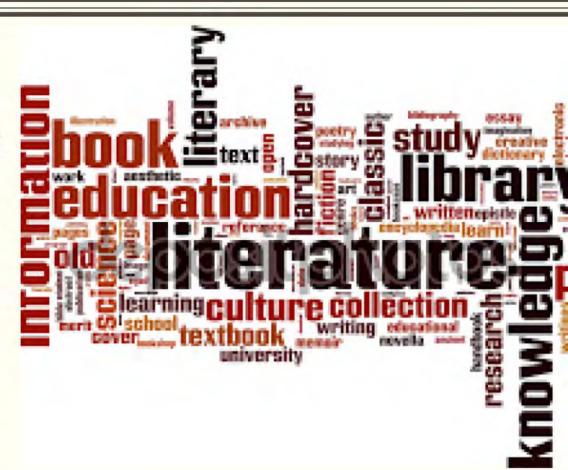
LIBRARY COLLECTIONS



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E-Global Online Library Resources online collection provides the following access to STU community:

- The eLibrary "Academic Complete" electronic database provides students with 30 electronic databases that provide full-text articles, citations, and abstracts;
- 24,000 electronic books covering business and economics, computers, technology and engineering, humanities, life and physical sciences, and social and behavioral science; approximately 15 percent are on topics directly relating directly to business and economics;
- 124 research guides outlining the broad range of research resources available;
- 5,000 evaluated content-rich web sites;
- 325 federal government sites that lead to more than 150,000 documents;
- 775 government agency sites.



RESERVE SERVICES

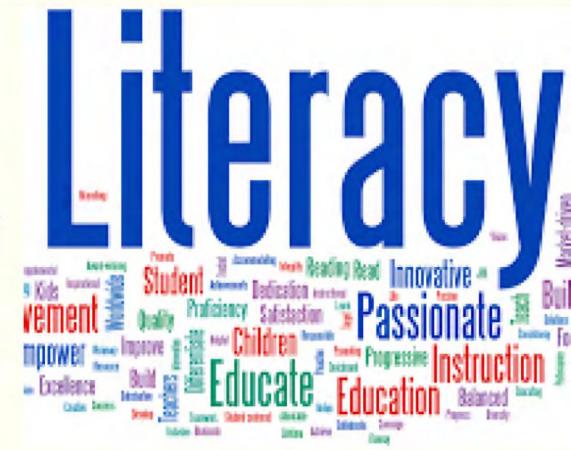


Faculty may place the books from the online library on reserve, or their own books, and book chapters, journals, to their course reserves site for students to do special assignments for their classes.

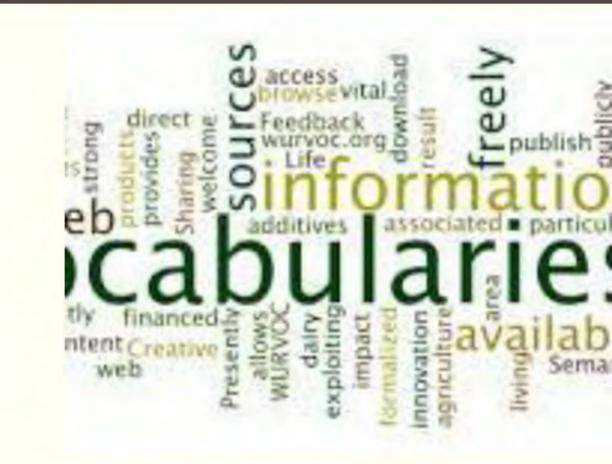
Faculty will complete a "Reserve Request Form", available at the library website, which will indicate the name of the instructor, the name of the course, the title of the item, the author of the item, how long this item will be held in reserve.

If a faculty wishes to place materials on reserve for more than one class, the faculty will complete a Reserve Request Form" for each class.

Reserve materials will not be taken from the library without prior arrangement with instructors and professors.



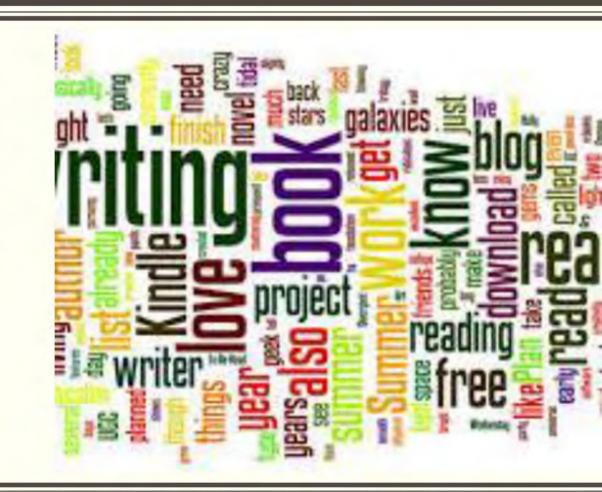
COLLECTION DEVELOPMENT



The Library welcomes faculty suggestions for books, films, periodicals, and databases.

Every department has a faculty member who is their library liaison. Or contact a librarian directly with suggestions.

Submit a reading list or syllabus to the Libraries and we will make every effort to acquire supporting materials.



RESOURCES FOR EDUCATORS

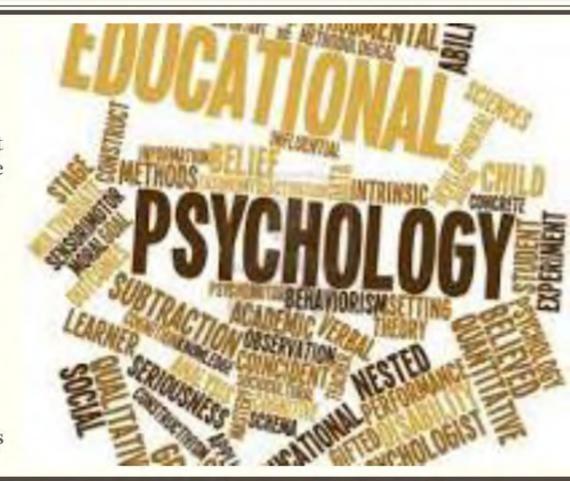






Si Tanka University's policy is to comply with United States copyright law including the Digital Millennium Copyright Act (DMCA) and the Technology, Education And Copyright Harmonization Act (TEACH). The university further acknowledges that copyright law applies to digital resources and that any unauthorized distribution or redistribution of music, movies, text, software or other protected media may be a violation of the law. The university's values encourage all members of the university community to exercise individual stewardship in understanding and upholding the provisions of the copyright law and respecting the copyrights of others.

The university's complete policy on copyright, patent and invention is available in the faculty handbook.



PLAGIARISM



Plagiarism is an unacceptable academic behavior. The best approach, of course, is to prevent plagiarism from occurring in the first place, but sometimes that is simply impossible. STU's policies and procedures spells out "procedures for dealing with student academic dishonesty." In those cases, it is important to be able to detect plagiarism.



DETECTION TOOLS

The following sites offer tools and techniques for detecting plagiarism.

- Plagiarism and Anti-plagiarism (source: Rutgers University)
- Plagiarism.Org (A service that requires payment but which gives
- a free trial)
- Safeassign
- Glatt Plagiarism Services
- EVE



CONTACT INFORMATION:

Librarian Thomas Pulver

Email library@sitanka.us

Phone/Text 717-793-1861



THANK YOU!

You've completed the STU Library Orientation Tutorial.

Please contact us if you have any questions, concerns, or suggestions about this tutorial.





Si Tanka University

Name:	Course #: Section:
	Library Orientation Worksheet
	Audio Tour Responses
Find an	article on a career that interests you. Use the index if you can't find the correct volume:
•	What career did you choose?
•	What is the predicted salary range?
•	How is the information in this source organized?
	an interesting periodical in Current Periodicals section by wandering down the aisle.
Find an	earlier issue of that periodical from the current year by lifting the shelf.
•	What or who is on the cover of the older issue?
Go dowi	n the stairs or use the elevator to explore the Lower Level of the Library.
	What is the room number of the Library Instruction Lab?
•	What is the name of the small, special book collection located near the beginning of the A's & the colorful rug? This word appears before the call numbers for these books.
•	Go back toward the bottom of the steps and keep walking toward the Emergency Exit. Before the exit, turn right and walk
	along the wall until you find a collection of oversized books with call numbers beginning again with A. The name of the collection appears on orange signs on the shelves and before the call numbers. What is this collection called?
	Library Wobsita Tour
	Library Website Tour
	Find the Library website at: http://www.sitanka.us/Library/
	Bookmark this site for easy access at home
lab	take the website tour, go to http://www.sitanka.us/library_orientation. Look for the link in the box eled Tour the Library Website. Take the tour and record your answers to the questions (in red text) this worksheet.
1.	Books & Media/Books & Media Catalog
	the drop-down menu next to the Search By window. List the first 4 types of searches that can be conducted with the

	his book: The digital divide: arguments for and against Facebook, Google, texting, and the age of social networ call number?
Select an e	book about Google. What is the title of the ebook you selected?
	How many chapters does it have?
2. A	ticles & Databases/Research Databases by Subject
How many	psychology databases does the library subscribe to?
	iewpoints in Context: How many Academic Journal articles are available for Mobile Phones? How many videos are available for this topic?
3. R	eference/Reference Resources
Name one	Social Issues reference e-book that the library subscribes to:
4 R	search Guides/Subject Research Guides
7. 1.	
	he English guides available:
Name 2 of 5. Ci	ting Sources/Citing & Evaluating Sources (DO NOT CLICK ON NOODLEBIB) ers for what 2 documentation styles are found on this page?
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Acknowledgment

I have received training from the Si Tanka University Librarian, Mr. Thomas Pulver. As an assistant for the STU online library, it is my responsibility to provide assistance and training to Si Tanka students and faculty when the Librarian is not available. The training I received includes the following:

- Performs elementary descriptive cataloging using automated bibliographic database.
- Prepares book orders, verifies book deliveries against invoices and maintains records of book acquisitions.
- Oversees book processing.
- · Resolves routine problems in technical procedures.
- · Performs a variety of library clerical tasks, as assigned.
- Oversees library clerical staff in acquisitions and processing.
- · Responsible for serials, acquisitions and processing.
- · Performs related work as required.

(b)(6)	
Employee's Signature	
Eriz Boun Keat	Revocion
Employee's Name (Print)	Title

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(b)(6)		
Employee's Signature		
Henry H. Lee	Student Service	Director
Employee's Name (Print)	Title	
5-27-2017		
Date		

STUDENT LIBRARY ORIENTATION

2017



Si Tanka University

LIBRARY SERVICES MISSION

The mission of the Si Tanka University Online Library is to directly contribute to academic achievement, student success, and lifelong learning; to provide a variety of learning-centered resources and innovative services that meet the needs of its diverse community; to support the achievement of student learning outcomes at the course, program, and institutional levels; and to enhance teaching excellence.



WHAT IS THE LIBRARY ORIENTATION?

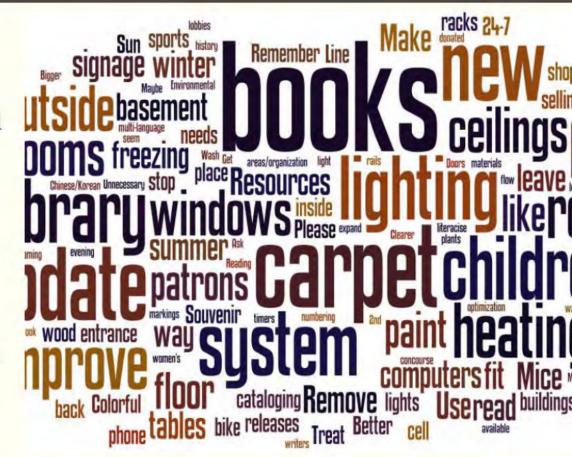


This library orientation serves as a basic overview of the library and its resources and services.

It consists of 2 parts:

- 1. An audio tour of the library and
- 2. A tour of the library website

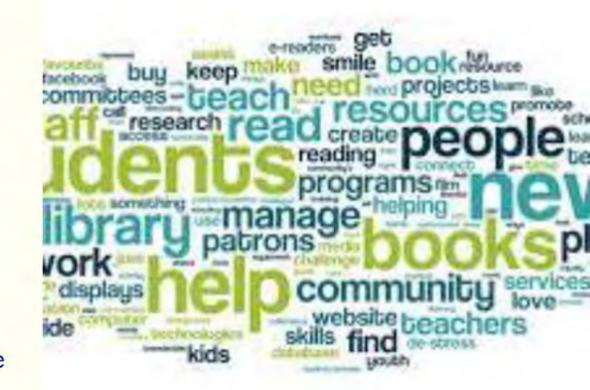
The library orientation is a required assignment for ENG 101 students, but it would be helpful to anyone interested in the college library.



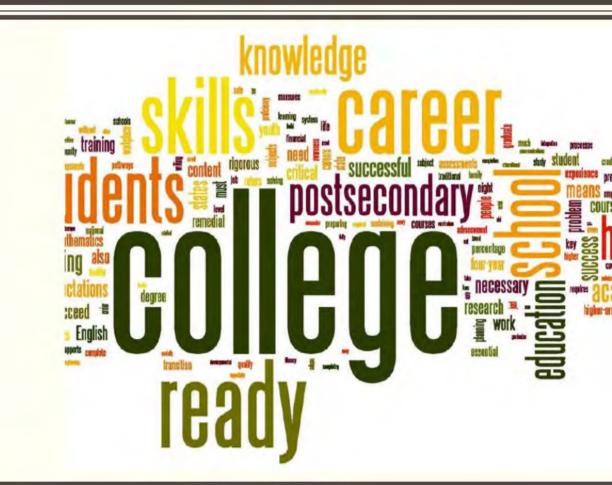
LIBRARY ORIENTATION WORKSHEET

You will be completing the **Library Orientation Worksheet** in order to demonstrate to your instructor that you have completed the orientation.

You can download the Library Orientation Worksheet from the Library link.



YOUR LIBRARY ACCOUNT



To use any STU library services, you need an active library account. Please contact the library to request a library account. Identify yourself as a STU student and provide your name, address, phone number, and an e-mail address you would like listed on your library account. Your account information will be e-mailed to you.



HOW DO I USE THE LIBRARY WEBSITE?

Library's Website http://www.sitanka.us/library/

